
KING COUNTY FIRE PROTECTION DISTRICT 40



BOARD OF FIRE COMMISSIONERS

REGULAR MEETING MINUTES

12/13/2018

DATE: December 13, 2018

TIME: 5:00 p.m.

PURPOSE: Regular Meeting

LOCATION: Fire Station 13: 18002 – 108th Ave SE, Renton WA

ATTENDANCE:

KCFD #40

Commissioner Little
Commissioner Sartnurak
Commissioner Ryan
Commissioner Nichelson
Eric Quinn, District Attorney
Cindy Buchan, Secretary

RENTON RFA

Fire Chief Rick Marshall
Deputy Chief Chuck DeSmith
Captain Jeff Volante

PUBLIC

Joseph Ramos
Dianna Kovalich
Duane Dunk
Burt W. Wuls

CALL TO ORDER:

Commissioner Parsons called the meeting of King County Fire Protection District #40 to order at 5:00 p.m. with Commissioners Ryan, Sartnurak, and Nichelson present.
No future absence recorded.

Commissioner Parsons led the pledge of allegiance.

SAO Audit Exit Interview

Auditors Joseph Ramos and Dianna Kovalich introduced themselves to the Board and reported on the 2017 audit they performed recently on King County Fire District 40. Close attention was paid to interlocal agreements and credit card compliances. They discussed items in two draft reports (Financial Statements and Accountability), and they stated that they found no areas of noncompliance.

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CORRESPONDENCE:

- Letter from Scott Paulson (Rock Springs Fire Department), who is in the Executive Fire Officer Program and needed a survey completed. The correspondence was handed over to Chief Marshall to complete.
- Email notice of the October 2019 WFA Conference to be held October 24 – 26, Tulalip, WA.

CHIEFS REPORT:

Chief Marshal gave an overview of his written report which included:

1. The African American fire alliance
2. Contracts have been signed from Firefighter through Captains.
3. Efficiencies Conference was attended by some Renton Admin.
4. CFSI – Working on the 2019 attendance and support
5. Promotional Ceremony- 8 Firefighters were promoted to Lieutenants and going to a 4 platoon. There is more growth and change ahead on the officer level.
6. 8 more Firefighters candidates are on board.
7. New Station- nearly complete

The Union will be delivering to families they “adopted” for the holidays on December 22nd. There is also a caroling event planned in Fairwood.

UNFINISHED BUSINESS:

Revised Resolution No. 536-R was presented for adoption. The King County Assessor’s Office requires that 2019 Property Tax Increase Resolutions include both the dollar and percentage amount of the increase. Resolution No. 536 was revised to comply. **It was Moved by Commissioner Nichelson and Seconded by Commissioner Little to adopt Resolution No. 536-R as presented. Motion Approved (5-0).**

Resolution No. 539 (the 2019 Operating Budget) was then presented for adoption. **It was Moved by Commissioner Parsons and Seconded by Commissioner Little to adopt Resolution No. 539 as presented. Motion Approved. (4-0)**

The Board previously decided to surplus the old Amkus tool (see minutes of 11/08/2018); and Resolution No. 540, which was presented for adoption, formally does so. **It was Moved by Commissioner Nichelson and Seconded by Commissioner Sartnurak to approve Resolution 540 as presented. Motion Approved (5-0).**

Commissioner Sartnurak received three bids to remodel the Commissioners’ area at Station 17:

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- Tubro Construction: \$8,318.20
- Ramplasc Drywall: \$5,900.00
- Compass Industries: \$11,701.50

Commissioner Sartnurak recommended we accept Ramplasc Drywall's bid because they were the lowest and they are a local company. They require a 50% deposit to begin work. **It was Moved by Commissioner Ryan and Seconded by Commissioner Nicholson to accept the bid from Ramplasc Drywall. Motion Approved (5-0).** Commissioner Sartnurak then reported we could use the same company the Renton RFA used (Aloha Joes) to move our office from Station 13 to Station 17 once remodeled.

Commissioner Little reported that she is still working on acquiring a new meeting location. Commissioner Nicholson said she would check to see if the Sheriff's Store Front would be available to us.

Secretary Buchan reported that she has contacted the Washington Chiefs about membership, and they will send us information.

NEW BUSINESS:

Commissioner Sartnurak presented a surplus list of items at Station 13 and 17 that have little or no value. The State will surplus the items, but if they are worth \$150.00 or less, we wouldn't receive any funds for them. **It was Moved by Commissioner Parsons and Seconded by Commissioner Little to surplus the items on the surplus list. Motion Approved (5-0).**

The Fire Benefit Charge renewal measure will be on the April ballot. We will advertise for a pro/con committee on our website. The ballot Resolution as well as pro/con committee names are due by February 22.

The Board then discussed a date and time to hold the 2019 Retreat Workshop. It was decided to schedule the retreat for Wednesday, January 30, 2019, 5:00 PM at Station 13.

Commissioner Nicholson distributed a list of Policies and Procedures to be rescinded. **It was Moved by Commissioner Little and Seconded by Commissioner Parsons to rescind the policies and procedures as listed. Motion Approved (5-0).**

A discussion was held regarding revising Policy #620P, but the policy was tabled. Policy #630P was also tabled. Revised Policy #2741 (Travel/Training Expenses) was then presented for approval, and it was **Moved by Commissioner Little and Seconded by Commissioner Ryan to adopt revised Policy 2741. Motion Approved (5-0).**

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A brief discussion was held regarding the move from Station 13 to Station 17. Information will be published about the change of location.

FINANCIAL REPORTS:

The Board was presented with the November Cash Flow and Treasurer's reports.

CONSENT AGENDA:

The consent agenda consisted of:

- November 8, 2018 regular meeting minutes
- December Accounts Payable Vouchers in the amount of \$2,390,235.86, and December Payroll Vouchers in the amount of \$4,704.12.
- October and November Treasurers Report

It was Moved by Commissioner Little and Seconded by Commissioner Parsons to approve the consent agenda as presented. Motion Approved (5-0).

WORKGROUP REPORTS:

- **Finance** (Ryan + Little)
No report.
- **Communications** (Nichelson + Ryan)
Commissioner Nichelson gave each Commissioner a hand out outlining various options to update the District's website. It should also be able to be updated by more than one person. She discussed the pros and cons of each of option. Research will continue on this process.
The next newsletter is scheduled to go out in March, and the intent is to get it out before the absentee ballots go out. The election date is April 23, 2019.
- **Facilities + Equipment** (Parsons + Sartnurak)
Commissioner Sartnurak reported the specs for the new engine take a little longer than the aid car and will be discussed next year.
- **Special Projects** (Nichelson + Little)
Previously discussed under New Business.
- **Renton RFA Contract** (Sartnurak + Parsons)
This is a work in progress and will be discussed in Executive Session.
- **Renton RFA Representative** (Sartnurak)
Commissioner Sartnurak said she had nothing to add to what Chief Marshall reported earlier.

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PUBLIC COMMENT:

Burt Wuls and Duane Dunk from Woodside addressed the Board voicing their frustration with 4th of July fireworks in their community. Because they live in unincorporated King County, fireworks are legal, but not all fireworks being set off in their neighborhood are the legal ones. Woodside homes are very close to each other, and they asked if there was a statute that bans fireworks in high-density areas. They explained that they were looking for something formal from the Fire Department or the Fire Marshal's Office that could help them. After discussing the issue further, the Commissioners suggested they contact Regan Dunn's office for help in the matter.

GOOD OF THE ORDER

We received a 2019 renewal contract from our attorney, which includes a slight fee increase. **It was Moved by Commissioner Parsons and Seconded by Commissioner Nicholson to accept the 2019 contract for legal services with Quinn and Associates. Motion Approved (5-0).**

Commissioner Sartnurak reported that she was having difficulty with her Renton RFA email, and so she decided to get a new District 40 one - lindasfd40@gmail.com.

Chief Marshall apologized if he has ever come across as rude or disrespectful to any District 40 Board member. He expressed that he has been frustrated, as Chief of the newly-formed Renton RFA, that things haven't moved as quickly as he would have liked. He stated his commitment to work to improve communication between the two departments as we continue towards a resolution to the contract negotiations. All the Commissioners appreciated his words and thanked the Chief for his comments.

EXECUTIVE SESSION

At 6:59 PM and pursuant to RCW 42.30.110 (1) (i), the Board convened into executive session for 20 minutes to discuss with legal counsel representing the District litigation or legal risks of a proposed action or current practice that the District had identified, when public discussion of the litigation or legal risks is likely to result in an adverse legal or financial consequence to the District.

At 7:19 Executive session extended for an additional 10 minutes.

At 7:29 Executive session extended for another 5 minutes.

At 7:35 Executive session ended and the regular meeting reconvened.

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ADJOURNMENT

With no further business the meeting was adjourned at 7:36 PM.

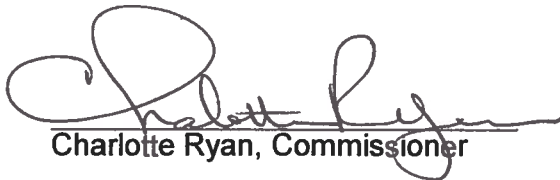
The next regular meeting of the Board of Fire Commissioners will be held on **Thursday January 10, 2019 at 5:00 p.m. at Station 13.**


Cheryl Nicholson, Commissioner


Linda Sartnurak, Commissioner

Steve Parsons, Chair


Ronnie Little, Commissioner


Charlotte Ryan, Commissioner


Cindy Buchan, Board Secretary

- Attachments:
- SAO Audit Exit Report
 - Fire Chief's Report
 - Resolutions No. 536-R, 539, and 540
 - Surplus Items List
 - Rescinded Policies/Procedures List
 - Revised Policy #2741P
 - November Financial Reports
 - Voucher Approval Documents
 - Website Options Handout

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